



# Claude Moore Park Autumn Faire & Craft Festival

21544 Old Vestal's Gap Road, Sterling, VA 20164  
Saturday, September 24, 2011 10AM-4 PM

## Craft Vendor Information

The Lanesville Heritage Area of Claude Moore Park will be center stage for the Autumn Faire and Craft Festival. Vendors of varied *hand-made* crafts will sell their products on the Lanesville Lawn near our 1779 Ordinary and 1870 Schoolhouse. Faire activities, which will be mixed in with the craft booths, include family and children's activities, craft demonstrations, and musical entertainment. Food vendors may serve their wares at a nearby picnic pavilion, with plenty of shaded seating for patrons. Claude Moore Park is about thirty miles from both Washington DC and Frederick, MD, near the intersections of Virginia's Routes 7 and 28. Please join us by completing the application and mailing it, along with your booth fees and required photos, to Claude Moore Park. For more information about the park or about this event, log onto [www.loudoun.gov/claudemoorespark](http://www.loudoun.gov/claudemoorespark) or call 571-258-3700.

### Show Information & Requirements:

- ⌘ Outdoor show takes place rain or shine; severe weather will cancel
- ⌘ Public admission to the Faire and Craft Festival will be FREE
- ⌘ Parking is near booths
- ⌘ The \$35.00 fee is for a 10' x 10' booth space; vendors must provide their own tables, chairs, and tents
- ⌘ LIMITED electricity is \$10. Inquire for availability
- ⌘ We reserve the right to limit the number of vendors in each craft category (i.e. jewelry will be limited-apply early)
- ⌘ A confirmation letter and receipt will be sent when a vendor is accepted
- ⌘ A final confirmation packet (directions, parking, booth locations, etc.) will be sent three weeks prior to the show
- ⌘ Show is open to crafters with *hand-made* items created in the United States; manufacturers, resellers, importers, and retailers will not be accepted
- ⌘ All vendors are responsible for collecting and reporting Virginia Sales tax
- ⌘ Vendors must set up by 9:30 AM and remain through the end of the show at 4:00PM
- ⌘ Food Vendor spaces are available; \$55.00 for non-profit or \$70.00 for profit, plus health permit fee

### Application Requirements:

- ⌘ Completed application, booth fee, and two or more photos must be submitted
- ⌘ One photo must show crafter making items; a second photo must include finished products. Photos must be color and 4" x 6" or larger and will not be returned. Digital photos may be submitted to [claudemoores@loudoun.gov](mailto:claudemoores@loudoun.gov)
- ⌘ Vendors of food products who want to sample/sell must meet all Commonwealth of Virginia Health Department guidelines. Temporary food service guidelines require a Temporary Food Permit Application and \$20.00 fee (fee may change—check with Health Dept.) to be submitted to Claude Moore Park, prior to August 19, 2011. (See Food Vendor Application)

### Cancellation Policy:

- ⌘ No refunds are given for vendor cancellations.
- ⌘ If extreme circumstances require Claude Moore Park to cancel the Festival, refunds will be issued

### Wait List:

- ⌘ Vendors may be added to a wait list when the Festival or craft category (i.e. jewelry) is full
- ⌘ Application for the wait list is the same as for the Festival; payments will not be processed unless vendor is placed in the Festival